# Air Conditioning and Welding Department Meeting

**September 17, 2014**

**Members Attending:**
- Lanny Richardson
- Famm Douangchampa
- Ben Eisley
- Richard Anderson
- David Hering
- Darrow Soares
- Daniel Garcia

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| 1. **Notes from Division Meeting** | • The departments seeking new faculty hires gave reasons why their departments should have priority to hire  
  • Schedules were submitted to the Division for both Winter and Spring. AIRC added one section to each. Weld did not add sections  
  • Work Experience  
  • Program Completers  
  • Jemma provided tips on how to reduce clutter as a result of attending too many meetings. She will make this an ongoing agenda item at future Division meetings  
  • AIRC is over due on SLOs at the program level and in the 60 Series classes. | • The Department voted for the departments seeking new hires and submitted the ballot  
  • Information  
  • Rachel will be attending our Dept meetings to organize WE and schedule lunch and Learns  
  • Both Departments have improved completion rates  
  Information  
  • Darrow will submit SLOs to TracDat by September 29. |
| 2. **Perkins** | Darrow attended the BOY meeting on Friday and reported to the Department. AIRC picked up its sheet metal purchased through Perkins and will install on systems. | Information |
| 3. **Capital Request** | Darrow and David traveled to Allied Refrigeration to check out the foot print of the AC equipment requested though the capital system. Lanny will call technical support to see if the system will work on the network. Welding will be requesting a plasma cutter. | Lanny will call technical support on the equipment’s compatibility with the network. Darrow will look into the economizer operation. |
| 4. **Prop 39** | Darrow has contacted Rachel Miers to determine what the process for Prop 39 disbursements will be. Darrow suggests we put together quotes to support purchases through Prop 39 | Information |
| 5. **Security** | Danny wants to form a plan for building security. He is not satisfied with the current key system and wants a card reader or alarm system installed. Building plans show that an alarm system or card reader infrastructure is in place in Building 69, but it was never installed. According to the Lock Smith, an alarm or card reader for building 69 was in his area for years, but not installed. | David Hering will check with the lock smith to determine if the security system purchased when the building was built still exists. If the system still exists, Lanny will establish if the system is still operational. Danny will work on a proposal based on the outcome of David’s information. |
| 6. **Department Announcements** | • Lanny will direct the proposal of the 50M CTE Enhancement with Jemma. The RFP comes out between November and January.  
  • Ben was involved in a bicycle accident. Because of a cracked vertebra, he will be out until Sept 29th. | Information  
  Pham will substitute in the short run and other adjuncts will be asked to teach in the long run. |
| 7. **Input for Next Advisory Meeting Agenda** | Advisory meetings have not been established, but will be discussed in October | Information |
| 8. **Adjourned** | Adjourned | Meeting was Adjourned  
Respectfully submitted,  
Darrow Soares |